

# Non-Departmental

## Non-Departmental Summary

Source of Funds	Actual FY10	Adopted FY11	Estimated FY11	Proposed FY12
General Fund	2,421,020	941,817	962,981	905,790
<b>Total</b>	<b>2,421,020</b>	<b>941,817</b>	<b>924,981</b>	<b>905,790</b>

Dept. Expenditures by Type	Actual FY10	Adopted FY11	Estimated FY11	Proposed FY12
Employee Recognition	9,349	16,000	16,000	15,000
Other Fringe Benefits	26,903	115,956	55,000	132,700
State Retirement Plan Deficit Repayment	1,623,360	-	-	-
Worker's Compensation Insurance	334,730	335,000	482,000	280,000
<b>Personnel Subtotal</b>	<b>1,994,342</b>	<b>466,956</b>	<b>553,000</b>	<b>427,700</b>
Supplies	4,166	5,000	-	1,000
Services and Charges	163,802	132,900	115,223	121,000
Miscellaneous	258,710	336,961	256,758	356,090
<b>Department Total</b>	<b>2,421,020</b>	<b>941,817</b>	<b>924,981</b>	<b>905,790</b>

## Supplemental Information:

Measurement	Actual FY10	Estimated FY11	Proposed FY12
Number of auto liability insurance claims	14	10	10
Number of general liability insurance claims	12	1	2
Number of police liability insurance claims	1	1	1
Number of public official insurance claims	0	1	1
Number of property insurance claims	0	4	3
Number of worker's compensation insurance claims	32	20	15
Number of residents benefiting from City local supplement to the State Homeowner Property Tax Credit	157	160	160

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## Department Summary

### Department Overview:

This budgetary unit provides for the cost of government services that are not directly attributable to a specific City department. These items include liability and property insurance coverage, employee training, and support of City boards and commissions. Other non-departmental expenditures include the contingency monies set aside as required by the City Charter.

### Adopted to Estimated Actual FY11:

- Departmental expenditures are expected to be \$16,836 lower than budget.
- The variance is attributable to decreases in other fringe benefits (unemployment taxes, health benefits) and contractual services.

### FY12 Budget Highlights:

- Departmental expenditures are \$36,027 lower — a decrease of 3.8 percent — compared to budgeted expenditures for FY11. Lower insurance and workers' compensation costs are expected for FY 12.
- Approximately 47 percent of departmental expenditures are personnel related, including the cost of workers' compensation insurance. None of these costs relate to FTEs.
- Services and charges account for about 13 percent of departmental expenditures. Expenditures accounted for in this category include the City's cost for liability, property, auto, and other types of insurance coverage (\$101,000).

- Approximately 39 percent of expenditures are categorized as miscellaneous. The cost of the City's local supplement to the State Homeowner's Property Tax Credit (\$160,000) is reflected in this classification. As required by the City Charter, one-half of one percent of revenues (\$97,090) is set aside as a general contingency account to cover unexpected operating expenses during the fiscal year. This category also includes \$20,000 for employee training. Other expenditures included in the miscellaneous category are the City's tuition reimbursement program (\$15,000), financial support for the Independence Day Committee (\$12,500) and the Crossroads Farmer's Market (\$15,000), and other community grants (\$14,500). Funding in the amount of \$15,000 is allocated for emergency assistance services provided through the City's contractual arrangement with Ministries United Silver Spring Takoma Park.